

**SOCIETY FOR NEUROSCIENCE 49TH ANNUAL MEETING RESUME
MARRIOTT MARQUIS CHICAGO HOTEL**

TO: Alyssa Presnell, Event Manager, Marriott Marquis Chicago
Eric Berry, President, Atlantic Images & Sound
Chris Balak, National Account Director, The Expo Group

FROM: Paula Kara, CMP, Senior Director, Meeting Services
Dawn Keane, CMP, Director, Meeting Operations
Sharon Kerley Bowles, CEM, Senior Meeting Planner
Allison Burns, CEM, Senior Operations Manager
Stephanie Embrey, CEM, Registration Manager
Jennifer Gross, Meeting Operations Specialist
Christine Corkran, Meetings Assistant
Alisa Johnson, Logistics Consultant

SUBJECT: 49th Annual Meeting
Society for Neuroscience
October 19-23, 2019

ANTICIPATED ATTENDANCE:

The SfN annual meeting typically draws 30,000 attendees each year. Attendees from North America comprise 65% and international attendees from approximately 80 countries represent 35% of the total attendance. Exhibit personnel include 3,300 – 3,500 people.

PURPOSE

The Society for Neuroscience is the world's largest organization of scientists and physicians dedicated to understanding the brain, spinal cord and peripheral nervous system. Founded in 1969, the Society has grown from 500 charter members to nearly 36,000 members. The purposes of the Society are to (a) advance the understanding of the nervous system by bringing together scientists from various backgrounds and by encouraging research in all aspects of neuroscience; (b) promote education in the neurosciences; and (c) inform the general public about results and implications of new research.

The exchange of scientific information occurs at the Annual Meeting that includes nearly 14,000 reports of new scientific findings and estimated 30,000 – 32,000 participants. The Society's Annual Meeting is the largest of its kind in the world, and is considered the arena for the presentation of new results in neuroscience.

MEETING LOCATION

Headquarters offices, scientific sessions, symposia, nanosymposia, minisymposia, exhibits, and registration will be located at McCormick Place. Daytime special and presidential special lectures will be held in Hall B. SfN-Sponsored Socials will be held at McCormick Place.

GENERAL SCHEDULE OF MEETING

A number of satellite events are scheduled on Tuesday, October 15 through Wednesday, October 23 at McCormick Place, the Hyatt Regency McCormick Place, the Marriott Marquis Chicago and other Chicago area facilities.

The Society sponsors three Short Courses at the McCormick Place on Friday, October 18. Registration opens in Hall A at McCormick Place at 7:30 a.m. on Saturday, October 19 and closes at 5:00 p.m. on Wednesday, October 23. Additionally, Express Badge Pick-up locations will be open from 2:00 – 5:00 p.m. on Friday, October 18. See registration schedule for dates and hours.

The official meeting opens at 11:00 a.m. on Saturday, October 19 and closes at 5:00 p.m. on Wednesday, October 23. Exhibits will open at McCormick Place at 9:30 a.m. on Sunday, October 20 and close at 5:00 p.m. on Wednesday, October 23. Daily exhibit hours are 9:30 a.m.-5:00 p.m.

CITY WIDE ROOM BLOCK: 8,373

MARRIOTT MARQUIS CHICAGO ROOM BLOCK: 700

Day/Date	% of Peak Night	Room Units	Gov't	Staff	Presidential Suite Units	Executive Suite Units	Total Units
Monday, 10/14/2019	1%	7	0	0	0	0	7
Tuesday, 10/15/2019	1%	7	0	0	0	0	7
Wednesday, 10/16/2019	3%	13	1	0	0	0	21
Thursday, 10/17/2019	20%	123	4	1	1	5	140
Friday, 10/18/2019	60%	395	12	1	1	5	420
Saturday, 10/19/2019	100%	667	20	1	1	5	700
Sunday, 10/20/2019	100%	667	20	1	1	5	700
Monday, 10/21/2019	100%	667	20	1	1	5	700
Tuesday, 10/22/2019	85%	565	17	1	1	5	595
Wednesday, 10/23/2019	35%	225	7	1	1	5	245
Thursday, 10/24/2019	3%	13	1	0	0	0	21
Friday, 10/25/2019	1%	7	0	0	0	0	7
Total:							3563

ROOM RATES

Singles	\$329.00
Doubles	\$334.00
Triples	\$354.00
Quads	\$374.00
Government	\$Prevailing
Regular Suites	\$650.00-\$2500.00
Extra Person	\$20.00

Rates listed above are 5% commissionable to Convention Management Resources (CMR). Rates above also include a \$18 per night, per room shuttle rebate payable to the Society for Neuroscience.

COMPLIMENTARY/SPECIAL CONSIDERATIONS

The Hotel shall provide the following complimentary accommodations to SfN:

A. One (1) complimentary guest room night for every forty-five (45) guest room nights occupied on a cumulative basis. Staff rooms and comp rooms do not apply towards the 1 per 45 comp policy. Earned complimentary room nights must be utilized during the inclusive dates listed in Article 1.2 and do not have a monetary value.

B. The following complimentary accommodations shall be provided to the SfN over and above the one per forty-five (45) noted in Article 4.1. Complimentary accommodations must be utilized during the inclusive dates listed in Article 1.2 and do not have a monetary value

1. One (1) Presidential Suite and two (2) Executive Suites will be provided complimentary. In addition to these three complimentary suites, an additional three (3) Executive Suites will be provided at group rate. They will be allocated by SfN and will be provided for eight (8) nights beginning Thursday, October 17, 2019. These rooms will also have complimentary internet access.
2. Two (2) Standard complimentary single rooms for SfN designation throughout the inclusive dates listed in Article 1.2 with the following concessions:
 - a. No charge for internet access.
 - b. Complimentary concierge level access throughout the inclusive dates listed in Article 1.2.

3. A single or double rate of 50% off the lowest single or double confirmed SfN group rate will apply for fifteen (15) staff rooms; staff rooms are net non-commissionable and do not apply to any rebates.
4. All SfN staff will receive complimentary access to the Hotel Health Club.
5. The Hotel will upgrade twenty (20) rooms, to the Concierge level of the hotel for SfN Staff and VIPs with a predetermined amenity of the Hotel's choice. They will be allocated by SfN and will be provided for eight (8) nights during the inclusive dates listed in Article 1.2.
6. Three (3) complimentary valet parking spaces will be extended to SfN during the inclusive dates listed in Article 1.2.
7. Up to ten (10) amenities selected by SfN shall be provided by the Hotel at a 30% discount from regular pricing.
8. The Hotel agrees to provide, at no charge to SfN, three (3) roundtrip airport transfers for SfN VIPs as designated by SfN.
9. One (1) bar set up (using premium brands) shall be provided on a complimentary basis for SfN President or designate. Refreshes are the responsibility of SfN.

VIP AND MASTER ACCOUNT RESERVATIONS – Will provide under separate cover.

AMENITY PACKAGES– Will provide under separate cover.

MASTER ACCOUNT

Please establish a Master Account in the name of the Society for Neuroscience. At the conclusion of the meeting, forward the Master Account along with backup for all charges to:

Society for Neuroscience
Attention: Dawn Keane, CMP, Director, Meeting Operations
1121 14th Street, NW, Suite 1010
Washington, DC 20005

AUTHORIZED SIGNATURES

Individuals listed in the resume may sign for charges incurred for their events. Individuals below are additional authorized signatures to the Society for Neuroscience Master Account.

Paula Kara, CMP, Senior Director, Meeting Services
Dawn Keane, CMP, Director, Meeting Operations
Sharon Kerley Bowles, CEM, Senior Meeting Planner
Allison Burns, CEM, Senior Operations Manager
Stephanie Embrey, CEM, Registration Manager
Jennifer Gross, Meeting Operations Specialist
Christine Corkran, Meetings Assistant
Alisa Johnson, Logistics Consultant
Marty Saggese, Executive Director
Diane Lipscombe, PhD, SfN President

SIGNS/LITERATURE

Lobby and directional signs will be delivered by The Expo Group and placed beginning on Tuesday, October 15 – Friday, October 18. Only official Society signs may be placed at the Marriott Marquis Chicago Hotel. Organizers of ancillary events may only place a sign outside the entrance to their function room on the day of their function only. Exhibitors may only distribute literature from their booths at McCormick Place. Under no circumstances may any other individuals place signs of any nature or distribute literature of any kind at the Marriott Marquis Chicago without prior written approval from the Society for Neuroscience. Sleeping room deliveries are not permitted. (1) easel is required outside the entrance to each Society event 45 minutes prior to the start of the event.

HOTEL READER BOARDS

List only those events sponsored by the Society under the Society for Neuroscience. All other events may be listed under the heading “Events Sponsored by Other Organizations during the Society for Neuroscience Annual Meeting”.

ROOM SERVICE/RESTAURANTS/FOOD AND BEVERAGE OUTLETS

Sessions are 8:00 a.m. - 5:00 p.m. daily at McCormick Place beginning Saturday, October 19 at 11:00 a.m. through 5:00 p.m. on Wednesday, October 23. Exhibits are open 9:30 a.m.-5:00 p.m. daily from Sunday, October 20 - Wednesday, October 23. Room service and restaurant traffic could be heavy early in the morning. The daily lunch break is between 11:30 a.m.-1:00 p.m. Sessions and exhibits end between 5:00 – 6:15 p.m. Saturday - Wednesday. Traffic will be heavy in lounges from 5:30 p.m. into the evening. Keep bars and lounges stocked for heavy beer and wine consumption. Anticipate heavy volume at coffee outlets.

FRONT DESK

Please have the Front Desk staffed to maximum capacity for heavy arrivals on Friday-Sunday, October 18-20. Anticipate average arrival on Thursday, October 17. Heavy checkout is anticipated Tuesday afternoon and Wednesday morning, October 22-23. **Note: Please be sure to instruct personnel to only charge VIPs as outlined in the reservations provided by CMR.**

BELL STAND

Please have bell stand staffed to maximum capacity for arrivals on Friday-Sunday, October 18-20. Likewise for heavy checkout on Tuesday afternoon and Wednesday morning, October 22-23. Many of the guests will check out early and leave their luggage with the bell stand or take it with them to McCormick Place.

AUDIO VISUAL and COMPUTER RENTAL

The Society for Neuroscience official audio visual and computer company is Atlantic Images and Sound, Inc. (AIS). The contact is Eric Berry, President. The AIS office will be located in Room N429 in McCormick Place and staffed Saturday, October 19 - Wednesday, October 23, 7:00 a.m.-5:00 p.m.

MEETING ROOM TEMPERATURE

Preset all session rooms for 71 F. Temperature should not go above 75 F. Note: Please do not set computers for air conditioning to be turned off precisely at ending time of each event as many run overtime. In addition, please be sure to have air conditioning on in the meeting rooms in enough time to sufficiently cool the rooms prior to the meeting start times.

WALK POLICY

Should the Hotel find itself in a “walk situation,” it must first notify SfN and SfN’s designated housing bureau agent so that measures may be taken to protect SfN VIPs and Meeting attendees. “Walking” terms shall apply to relocation of guests who were previously guaranteed a room, whether in a pre-walk situation prior to the actual Meeting or in a walk situation occurring over the Meeting dates. Hotel guests who are not part of the SfN official room block will be the first to be relocated prior to the relocation of any SfN guests. If relocation of SfN Meeting attendees is inevitable, the Hotel will provide the following arrangements:

1. Alternate accommodations at a comparable property approved by SfN, using hotels that are part of the SfN official block as first walk choice, however should SfN Hotels not be available, an alternative comparable location will be used with the approval of SfN.
2. Pay the first night’s room and tax at the comparable property and a three-minute telephone call.
3. Pay the transportation costs to and from the comparable property for all Meeting events scheduled on the day and evening following relocation (if hotel is not an official SfN hotel on the SfN shuttle route), as well as the return to the Hotel the following day. The Hotel will accommodate the guest for the remainder of the Meeting at the negotiated the SfN Meeting Rate.

4. If the Hotel is unable to accommodate the guest for the remainder of the Meeting, the Hotel will provide the following arrangements. If, however, the relocated guest chooses to remain at the alternate hotel, then the following concession will be null and void.
 - a. Hotel agrees to pay the alternate hotel directly for the difference in room rate and tax between the Hotel's confirmed SfN rate and tax and the room rate and tax charged by the alternate hotel. Hotel will work directly with the alternate hotel to set up a separate folio to which the rate differential will be charged.
 - b. Pay all fees the guest incurs for transportation for all Meeting events during the hours that the SfN shuttle operates, if the reassigned hotel is not an official SfN hotel on the shuttle route.
5. Any rooms walked will be included in the count for complimentary room credits. The Hotel agrees to pay to SfN's designated housing bureau agent one night's housing service fee and shuttle rebate to SfN for each guest relocation whereby the Hotel pays room and tax for alternate hotel accommodations unless the hotel that the guest was relocated to is part of the contracted SfN room block and the relocated guest is included in final housing data by the hotel.

B. Under no circumstances will the Hotel relocate SfN Meeting attendees without first consulting with SfN and SfN's designated housing bureau agent.

BUSINESS CENTER

Please establish a Master Account for Society for Neuroscience staff. Prior to accepting copy work, Society staff must provide Business Center personnel with their SfN Neuroscience 2019 name badge or business card and an SfN internal cost center or committee name. See Attachment for a list of SfN Staff who are authorized to sign for Business Center Services.

IMPORTANT SOCIETY FOR NEUROSCIENCE POLICIES

Audio/Video Reproductions

The Society for Neuroscience reserves the rights to audio and video reproduction of all presentations at the 49th Annual Meeting. Individuals may not patch into house sound systems.

OFFICES

Annual Meeting Headquarters Office—Logistics

The Annual Meeting Logistics Headquarters Office is located in Hall A at McCormick Place. On-site telephone number is 312/791-6800. This office handles all logistics and advance registration related questions. Annual Meeting Logistics staff are:

Paula Kara, CMP, Senior Director, Meeting Services
 Dawn Keane, CMP, Director, Meeting Operations
 Sharon Kerley Bowles, CEM, Senior Meeting Planner
 Allison Burns, CEM, Senior Operations Manager – Exhibit Mgmt. Office, Hall A
 Stephanie Embrey, CEM, Registration Manager
 Jennifer Gross, Meeting Operations Specialist
 Christine Corkran, Meetings Assistant
 Alisa Johnson, Logistics Consultant

The Annual Meeting Headquarters Office is open during the following hours:

Friday, October 18	8:00 a.m. – 5:00 p.m.
Saturday, October 19	7:00 a.m. – 6:00 p.m.
Sunday, October 20	7:00 a.m. – 6:00 p.m.
Monday, October 21	7:00 a.m. – 6:00 p.m.
Tuesday, October 22	7:00 a.m. – 6:00 p.m.
Wednesday, October 23	7:00 a.m. – 6:00 p.m.

EXPOSITION

Exhibits are located in Hall A at McCormick Place. Exhibit Management Office is located in Hall A.

Exhibit Management Contacts: Allison Burns, CEM, Senior Operations Manager
Jennifer Gross, Meetings Operations Specialist
Official Service Contractor: The Expo Group - Chris Balak, National Accounts Director

Move In for Exhibitors: Wednesday, October 16 6:00 a.m. - 7:00 p.m.
Thursday, October 17 6:00 a.m. - 7:00 p.m.
Friday, October 18 6:00 a.m. - 7:00 p.m.
Saturday, October 19 6:00 a.m. - 7:00 p.m.

Exhibit Hours: Sunday, October 20 9:30 a.m. - 5:00 p.m.
Monday, October 21 9:30 a.m. - 5:00 p.m.
Tuesday, October 22 9:30 a.m. - 5:00 p.m.
Wednesday, October 23 9:30 a.m. - 5:00 p.m.

Move Out for Exhibitors: Wednesday, October 23 5:00 p.m. - Midnight
Thursday, October 24 8:00 a.m. - Midnight
Friday, October 25 6:00 a.m. - Midnight

Additional Telephone Numbers

Please refer to the telephone list on the Neuroscience 2019 resume website for additional telephone numbers.

SESSIONS

All SfN sessions (with exception of a few workshops) are located at McCormick Place and held Saturday, October 19 – Wednesday, October 23. There are two sessions that are open to the public. Listed below are the sessions, room locations and event times.

The Dialogues Lecture, Saturday, October 19, 11:00 a.m. - 1:00 p.m. in Hall A.
The Public Advocacy Forum, Tuesday, October 22, 2:00 – 3:30 p.m. in Room N230B.

A detailed schedule is included in the resume and at <http://www.sfn.org/am2019>.

POSTER SESSIONS

Poster sessions are located throughout Hall A at McCormick Place.

Saturday, October 19 1:00 p.m. - 5:00 p.m.
Sunday, October 20 – Wednesday, October 23 8:00 a.m. - 12:00 p.m. & 1:00 p.m. - 5:00 p.m.

SATELLITE/ANCILLARY EVENTS

Satellite Symposia and Ancillary Events are non-SfN sponsored events, meetings, socials, etc., and SfN Annual Meeting attendees may attend these events. Satellite events are approved and scheduled through SfN so not to conflict with SfN scientific sessions. Satellite events are held Tuesday, October 15 – Wednesday, October 23.

Satellite/Ancillary Event contact information, logistics, and billing information are detailed in the resume. The facility is to obtain specific catering requirements for satellite/ancillary events directly from the organizers listed on each logistics sheet. Please note the special billing instructions contained in this resume. Organizers have been advised they must set-up individual accounts for their events. Requests for poster boards should be directed to The Expo Group.

ATTENDEE REGISTRATION

Registration is located in Hall A at the McCormick Place and is open during the following hours:

Saturday, October 19 7:30 a.m. - 5:00 p.m.
Sunday, October 20 7:30 a.m. - 5:00 p.m.
Monday, October 21 7:30 a.m. - 5:00 p.m.

Tuesday, October 22	7:30 a.m. - 5:00 p.m.
Wednesday, October 23	7:30 a.m. - 5:00 p.m.

Express badge pick-up areas are located in Hall A, Level 2.5S and the West Transportation Lobby at McCormick Place.

Express Badge Pick-up is open on the following dates and hours.

Friday, October 18 (except Hall A)	2:00 p.m. - 5:00 p.m.
Saturday, October 19	7:30 a.m. - 5:00 p.m.
Sunday, October 20	7:30 a.m. - 5:00 p.m.
Monday, October 21	7:30 a.m. - 5:00 p.m.

Note: Above are published hours. The registration area will close at the published hours. Attendees remaining in line at closing will be processed.

GUEST REGISTRATION

Guest Registration is located in Hall A at McCormick Place and is open during attendee registration hours.

PRESS REGISTRATION

Press registration is located in Room S501ABC at McCormick Place Center on Saturday, October 19 - Wednesday, October 23 from 8:00 a.m. - 5:00 p.m.

SHUTTLE SERVICE

Shuttle service has been arranged through Production Transport. SfN's contact is Karin Keidser, Director, Western Region. Production Transport will also operate a service desk for attendees located outside of the West Transportation Lobby. Telephone: 312/791-6824.

SCHEDULE OF PRE-CONVENTION MEETINGS

Marriott Marquis Chicago	Wednesday, October 16	10:00 a.m.
City-Wide Hotel Pre-Con Meeting	Thursday, October 17	2:00 p.m.

Please provide an internal phone list of key staff with their titles and extension numbers and direct dial lines at the pre-con meeting.

Note: The Society for Neuroscience must review event orders prior to them being distributed to hotel personnel.

MARRIOTT MARQUIS CHICAGO SCHEDULE OF EVENTS/SETUP RESUME

The Society events, as well as special group meetings (satellite/ancillary events) scheduled at the Marriott Marquis Chicago Hotel may be viewed and downloaded from our website at <https://www.sfn.org/Meetings/Neuroscience-2019/At-the-Meeting/Neuroscience-2019-Resumes>. Please note that sessions and lectures listed have been scheduled to begin and end according to the scheduled times listed; however, some of the sessions and lectures may end prior to, or run about 15-30 minutes longer than the listed time. If a session is continuing past the listed time, do not interrupt to begin room clean-up.

Business Center – as of August 26, 2019

Listed below are the Society for Neuroscience staff that are authorized to charge copy work to the Master Account. Prior to Business Center personnel accepting copy work, SfN staff must provide a SfN internal cost center code and must show identification in the form of their name badge or business card.

Adam Buck	Lynn Fein-Schaffer
Adam M Katz	MacKenzie Condon
Alexis Martin	Martha Sankoh
Alexis Wnuk	Mary Monaysar
Alisa Johnson	Matthew Monthei
Allison Burns	Matthew Windsor
Allison Morrow	Maya Sapiurka
Amanda Kimball	Megan Walski
Amit Kumar	Melanie Willis
Andrew Chen	Melissa A. Garcia
Anne Morris	Melissa Thompson Ayoub
Ava Onalaji	Meridian Watters
Beth Ewoldsen	Michael Heintz
Bianca Williams	Munin Streitz
Blythe Alexander	Nelson Miranda
Brian Barker	Nicholas Miles
Calli McMurray	Paul Troxell
Cameron McDaniel	Paula Kara
Cashen Almstead	Pauline Charbogne
Chelsea Jaetzold	Petra Carrington
Christine Corkran	Petra Charters
Cori Spencer	Prachi Sharma
Danny Flannery	Regan Lear
David Barnstone	Rena James
David Lindeman	Rhonda Johnson Adams
David Shellard	Scott Moore
Dawn Keane	Sharon Bowles
Dominique Stilletti	Sorabh Bhargava
Dori Gedris	Stephanie Conner
Egle Derkintyte	Stephanie Embrey
Emily Kayser	Stephanie Schlueter
Emily O'Connor	Stephanie Vose
Eric Martinez	Sylvie Raver
Greg Brunso	Tania Ballantine
Hannah Nelson	Tannera George
Hannah Zuckerman	Taylor Johnson
Harjit Jathoul	Tristan Rivera
Jamie Beaulieu	Vicente Carmona
Janel Johnson	Vlera Kojcini
Jenna Kohnke Gaffney	
Jennifer Gross	
Jillian Walsh	Marty Saggese, SfN Executive Director
Juanita Graham	Diane Lipscombe, PhD, SfN President
Julia Pergande	
Juliet Beverly	
Kara O'Leary	
Katie Grady	
Kelly Newton	
Kelsey King	
Krystal Foster	
Krystin Ventura	
Kyle Hayden	
Lisa Chiu	
Liz Rumsey	

Shuttle Schedule

Date	Times	Service
Friday, October 18	7:00 AM – 7:00 PM	Roosevelt Station Only
Saturday, October 19	7:00 AM – 4:00 PM 4:00 PM – 10:00 PM	20 minute service 10 minute service
Sunday, October 20	7:00 AM - 10:30 AM 10:30 AM - 4:00 PM 4:00 PM - 8:00 PM 8:00 PM - 9:30 PM	10 minute service 20 minute service 10 minute service 20 minute service
Monday, October 21	7:00 AM - 10:30 AM 10:30 AM - 4:00 PM 4:00 PM - 8:00 PM 8:00 PM - 9:30 PM	10 minute service 20 minute service 10 minute service 20 minute service
Tuesday, October 22	7:00 AM - 10:30 AM 10:30 AM - 4:00 PM 4:00 PM - 8:00 PM 8:00 PM - 9:30 PM	10 minute service 20 minute service 10 minute service 20 minute service
Wednesday, October 23	7:00 AM - 10:30 AM 10:30 AM - 3:30 PM 3:30 PM - 6:00 PM	10 minute service 20 minute service 10 minute service

Hotel Boarding Locations

*Co-Headquarters Hotels

Hotel	Shuttle Route	Pick Up Point
Hyatt Regency McCormick Place	Walk	Walk to McCormick Place
Marriott Marquis Chicago	Walk	Walk to McCormick Place
AC Hotel Chicago Downtown	F-Pink	SW Corner Ohio & Rush Streets
ACME Hotel Company	F-Pink	Walk to Hilton Garden Inn – on Grand Avenue
Aloft Chicago Downtown River North	E-Orange	Walk to Hampton Inn on Illinois Street
Best Western Grant Park Hotel	A-Red	Curbside on 11 th Street
Best Western River North Hotel	E-Orange	Walk to Hampton Inn on Illinois Street
Blackstone, Autograph Collection	A-Red	Curbside on Balbo Drive
Cambria Chicago Magnificent Mile	G-Purple	Walk to Warwick Allerton on Huron Street
Chicago Marriott Downtown Mag. Mile	F-Pink	SW Corner Ohio & Rush Streets
Comfort Suites Michigan Avenue – Loop	H-Grey	Walk to Wyndham Grand on Wacker Drive
Courtyard Chicago Downtown/River North	E-Orange	Walk to Hampton Inn on Illinois Street
Crowne Plaza Chicago West Loop	I-Light Blue	Curbside on Halsted Street

Embassy Suites Chicago Downtown	F-Pink	SW Corner of Ohio & Rush Streets
Fairfield Inn & Suites Chicago Downtown	E-Orange	Walk to Hampton Inn on Illinois Street
Fairmont Chicago, Millennium Park	C-Yellow	Curbside on Upper Columbus Drive
Freehand Chicago	F-Pink	Walk to Hilton Garden Inn – on Grand Avenue
Hampton Inn & Suites Chicago Downtown	E-Orange	Curbside on Illinois Street
Hampton Inn Chicago North Loop	H-Grey	Walk to Wyndham Grand on Wacker Driver
Hampton Inn Chicago McCormick Place	Walk	Walk to McCormick Place
Hampton Inn Majestic Theatre District	B-Blue	Walk to Silversmith on Wabash Avenue
Hilton Garden Inn Chicago Downtown/Magnificent Mile	F-Pink	Front Entrance on Grand Avenue
Holiday Inn Chicago-Mart Plaza	E-Orange	Across the Street on Orleans
Holiday Inn Hotel and Suites Chicago – Downtown	I-Light Blue	Curbside on Canal Street
Hotel Cass – A Holiday Inn Express at Magnificent Mile	F-Pink	Walk to Hilton Garden Inn – on Grand Avenue
Hotel Chicago, Autograph Collection	E-Orange	Curbside on State Street
Hotel EMC2, Autograph Collection	G-Purple	SE Corner on St. Clair & Erie Streets
Hotel Felix Chicago	G-Purple	Across the Street on Huron Street
Hyatt Place Chicago/River North	E-Orange	Walk to Hampton Inn on Illinois Street
Hyatt Regency Chicago	C-Yellow	Curbside on Wacker Drive
Inn of Chicago Magnificent Mile	G-Purple	SE Corner of St. Clair & Erie Streets
InterContinental Chicago Magnificent Mile	D-Green	Upper Illinois Side Door
JW Marriott Chicago	B-Blue	Walk to Residence Inn Curbside on LaSalle Street
Kimpton Gray Hotel	B-Blue	Walk to Residence Inn Curbside on LaSalle Street
Kimpton Hotel Allegro	B-Blue	Walk to Residence Inn Curbside on LaSalle Street
Kimpton Hotel Monaco Chicago	H-Grey	Walk to Wyndham Grand on Wacker Drive
Omni Chicago Hotel	G-Purple	Walk to Warwick Allerton on Huron Street
Radisson Blu Aqua Hotel Chicago	C-Yellow	Walk to Fairmont on Upper Columbus Drive
Renaissance Chicago Downtown Hotel	H-Grey	Front Entrance on Wacker Drive
Residence Inn Chicago Downtown/Loop	B-Blue	Curbside on LaSalle Street
Residence Inn Chicago River North	E-Orange	Walk to Hotel Chicago on State Street
Sheraton Grand Chicago	D-Green	Ballroom Entrance - Driveway
Silversmith Hotel Chicago Downtown	B-Blue	Curbside on Wabash Avenue
SpringHill Suites Downtown/River North	E-Orange	Walk to Hotel Chicago on State Street
Swissôtel Chicago	C-Yellow	Walk to Hyatt Regency – Curbside on Wacker Drive
Virgin Hotels Chicago	H-Grey	Walk to Wyndham Grand on Wacker Drive
Warwick Allerton – Chicago	G-Purple	Curbside on Huron Street
Wyndham Grand Chicago Riverfront	H-Grey	Front Entrance on Wacker Drive